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2 August 1961

Progress Report No. 1

Contract

Reporting Period: 1 July - 31 July 1961

1. Work Completed

A. A "Project Organization Plan" and a related time schedule has been completed and is included with this Progress Report. It is planned to report on work completed or on anticipated work by referring to the "Project Organization" Task numbers.

B. Task 1.1 has been started. A search was completed at the Library of Congress and at OTS. A selected list of publications was compiled with the intent of obtaining them on loan through the contracting agency for additional study at the [] office. However, it was subsequently learned that these publications will have to be studied at the Library.

C. Work on Task 1.2 has begun.

D. A considerable effort has been expended on Task 2.1. Numerous photographs have been obtained of objects of various shapes and sizes.

E. In Task 2.2, a tentative field site has been selected for the control photography. It was yet to be approved by the contracting agency's technical representative.

F. In Task 3.1, effort has been expended to develop a variety of approaches to the manual and format designs.

2. Visitors

A. On Wednesday, 26 July 1961, the contracting agency's technical representative visited []. Discussions included ordering books from the Library of Congress (which subsequently proved to be impossible), contents of monthly reports, and the field site for the control photography.

B. On Monday, 31 July 1961, the contracting agency's technical representative delivered a publication useful for the project.

3. Trips

A. Six (6) trips were made to the Library of Congress and OTS in the search for information.

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B. One (1) trip was made to the Patent Office to search for ideas on simple field aids for photography.

C. Two (2) trips were made to search for a suitable site for exposing the control photography. Front Royal, Virginia, Charles Town, West Virginia, and Harpers Ferry, West Virginia, were visited. Tentatively, the [] plant in [] appears satisfactory as the subject. Three sites at varying distances and depression angles of the same side of the plant are available. This side of the plant has some unusual exterior configurations which should add interest to the manual.

4. Work Anticipated for the Month of August

A. A major effort will be undertaken in Task 3.1 so that a meeting to establish the physical publication boundaries can occur at the earliest possible time.

B. Further effort in Tasks 1.1 and 1.2 will be expended.

C. Work will continue in Task 2.1.

D. It is expected that the photographic equipment for Task 2.2 will be delivered on Government loan during this month and that a plan for photography will be completed.

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